



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT BRAGG
4-2175 REILLY RD STOP A
FORT BRAGG NC 28310-5000

IMBG-ZA

15 November 2019

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy Letter #3—Open Door Policy

1. The best approach for solving problems is by using the chain of command. All personnel, Soldiers and Civilians, are encouraged to resolve issues at the lowest possible level. Occasionally, there are problems that require my personal attention. It is my policy to be available to discuss such matters with the individual concerned.
2. If anyone wishes to talk with me directly, he or she should contact my Executive Assistant at 910-396-4011 to schedule an appointment. My Executive Assistant will assist you in setting up a meeting at the earliest opportunity per this Open Door Policy.
3. This policy will not be used as a substitute for procedures established in applicable laws or regulations that govern Soldier and Civilian grievances, complaints, rights, or similar issues.
4. This policy memorandum supersedes Garrison Policy Letter #3, Open Door Policy, dated 18 July 2016.

A handwritten signature in black ink, appearing to read "Phillip D. Sounia", written over a circular stamp or mark.

PHILLIP D. SOUNIA
COL, AR
Commanding

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